



HOUSING VOUCHER PROGRAMS - POLICY & PROCEDURES MANUAL - APPENDIX H

EXCEPTION TO THIRD-PARTY VERIFICATION CHART

INCOME TYPE	REASON 3 RD PARTY VERIFICATION IS NOT AVAILABLE
Checking/Savings Accounts	Balance is under a specified reasonable threshold (determined by the PHA and included in PHA plans) and it would not be cost effective to incur bank verification fee and/or use PHA administrative staff time to facilitate 3 rd party verification.
Employment	PHA has attempted third party verification (and documented the tenant file) and has not received a response. It would not be reasonable or cost effective to continue seeking 3 rd party verification.
Self-Employment Verification	The tenant may do odd jobs such as babysitting, cutting lawns, running errands for various people, or other Schedule C type work. Oftentimes, the participant cannot provide a name and address or telephone number for the PHA to confirm this type of income, thus making it impossible for the PHA to obtain 3 rd party verification.
Social Security Benefits	Benefit information is not available in HUD's Tenant Assessment Sub-system (TASS) and the Social Security Administration (SSA) Office does not accept verification requests from PHAs. (Examples of why data is not available: invalid SSN in PIC system, newly admitted family into program.)
Unemployment Benefits	PHA does not have a cooperative agreement with the State Wage Information Collection Agency (SWICA) to obtain income verification. SWICA refuses to provide information over the telephone or in writing.
Welfare Benefits	PHA does not have a cooperative agreement with the local welfare office to obtain income verification. Local welfare office refuses to provide information over the telephone or in writing.